

MINUTES OF THE CITY OF LAS VEGAS HOUSING AUTHORITY COMMISSION MEETING HELD ON WEDNESDAY
DECEMBER 18, 2019 AT 5:30 P.M. IN THE CITY COUNCIL CHAMBERS.

MADAM CHAIR: Tonita Gurulé-Girón

COMMISSIONERS: Ember Davis
David Romero
Vince Howell
Barbara Casey
David Ulibarri Jr.

ALSO PRESENT:
Esther Garduño-Montoya, City Attorney
Barbara Padilla, Interim Housing Director
Natasha Martinez-Padilla, Finance Specialist

CALL TO ORDER

Meeting was called to order by Madam Chair Tonita Gurulé-Girón.

ROLL CALL

PLEDGE OF ALLEGIANCE

MOMENT OF SILENCE

Madam Chair Tonita Gurulé-Girón asked Commissioner David Romero to offer the moment of silence. Commissioner Romero offered a moment of silence for all those in the community that have passed in the past month. Also for those families that won't be having their loved ones with them this holiday season, and they make the right decisions as they go about their business tonight.

APPROVAL OF AGENDA

Commissioner Barbara Casey made a motion to approve the agenda as presented. Commissioner David Ulibarri seconded the motion.

Madam Chair Gurulé-Girón asked for a roll call. Roll call was taken and reflected the following.

Commissioner Ember Davis	Yes	Commissioner David Romero	Yes
Commissioner Barbara Casey	Yes	Commissioner David Ulibarri Jr.	Yes
Commissioner Vince Howell	Yes		

Barbara Padilla re-read the motion and advised the motion carried.

APPROVAL MINUTES

Commissioner Barbara Casey made a motion to approve the minutes of December 18, 2019. Commissioner David Ulibarri seconded the motion.

Madam Chair Gurulé-Girón asked for a roll call. Roll call was taken and reflected the following.

Commissioner David Romero	Yes	Commissioner David Ulibarri	Yes
Commissioner Ember Davis	Yes	Commissioner Barbara Casey	Yes
Commissioner Vince Howell	Yes		

Barbara Padilla re-read the motion and advised the motion carried.

PUBLIC INPUT

None at this time.

PRESENTATION

HOUSING AUTHORITY FINANCE REPORT

Natasha Martinez, Financial Specialist presented the Housing Authority's Revenue and Expenditure report for the month ending November 30, 2019. Ms. Martinez stated for revenues, dwelling rent is still lower year to date. She said as she has stated in previous meetings they are working toward filling the vacancies. Ms. Martinez said once they get more families into the units it will help the Dwelling rents go up. For the accrual for Operating Subsidy, they are over, at \$321,992. She stated they had budgeted \$275,000 year to date. Ms. Martinez stated that Other Income is mostly for windows and late fees. She stated the General Fund Transfer should be coming in now in December. Ms. Martinez stated she has not heard anything about a continuing resolution being signed just yet, so she knows there is a budget all the way through Friday, but after that she does not think the Federal Government has a budget in place just yet. She stated hopefully they will get that transfer in by Friday. For Employee Expenses, they are at 42%, reason being, they did have three pay rolls in the month of November, so it will always be a little bit over there. Ms. Martinez stated they do stay frugal in Operations but it is always a little lower because they have that money set aside for projects, to get units turned around once they can accumulate enough money to do so.

HOUSING DIRECTORS MONTHLY REPORT

Interim Director Barbara Padilla reported on unit maintenance, Housing Staff prepared 7 units for move-in in the month of November. There were 9 move-outs in November. Maintenance continues to work on unit turnarounds and works on emergency furnace and plumbing issues as they occur. Interim Director Padilla stated the unit some of the commissioners went out to see on Yucca Street was recently completed and a family has already been called to accept that unit.

Interim Director Padilla stated the Waiting List Manager continues to accept and process applications daily. She stated as of December 10th, there were 80 applicants on the waiting list. Of those there were 57 on the 0-1 bedroom waiting list, 13 on the 2 bedroom waiting list, 7 on the 3 bedroom waiting list, 3 on the 4 bedroom waiting list and are currently zero people on the 5 bedroom waiting list. She stated that Housing will be going on the radio on Friday to advertise for applicants as well as to give out any other information as needed.

Interim Director Padilla reported that the Housing Managers recertified 16 families for lease renewal. She stated they do this every month. It's an average of 15 to 20 recertifications each month that they do. The Housing Managers also completed 7 move-in orientations, while continuing with the lease enforcement, lease renewal, annual and special inspections and other day to day operations.

Interim Director Padilla stated that Housing Staff members attended a free evening seminar at the Albuquerque Housing Authority on Tenant Landlord Law, which was very informative. She stated the seminars are also open to the public for anyone who is interested. She stated that the seminars are done every six months, and if anyone is interested, she can get further information on the next seminar.

Interim Director Padilla stated Housing Staff continues to attend monthly safety meetings provided by the HR Risk Management, and they are still offering the Smoke Free Cessation classes to the residents of Public Housing.

Interim Director Padilla stated that currently they have the 5 unit Di Minimus Project, which will be presented at tonight's meeting for approval to award for the demolition of the project. She stated they also have cabinet replacement ongoing, with 5 sets of cabinets scheduled to be replaced. Interim Director Padilla stated the HA has already procured new fencing on Sagebrush, Delgado and Hot Springs areas. She stated the work will

begin, weather permitting. The sidewalk project throughout housing has also been procured and will begin weather permitting as well as the stucco project at 2802 Loudon #9 and #10. Interim Director Padilla stated that furnace replacement occurs as needed.

BUSINESS ITEMS

ITEM #1

Approval/Disapproval to award Bid No. 2020-05 City of Las Vegas Housing Authority 5 Unit Demolition to Rocky Road Gravel, the lowest responsive bidder.

Natasha Martinez stated that the City of Las Vegas Housing Authority has submitted and been approved for a 5 Unit DeMinimus. This project will help the housing authority's vacancy score as well as assist the beautification of the Sagebrush site. Ms. Martinez stated the commissioners have been provided with the bid documents from AGM Construction, Rocky Road Gravels, Sanchez Demolition, Earth Tech, and Hay's Plumbing. She stated that Rocky Road Gravels was their lowest responsive bid. She explained that they did the sealed bid process. She stated as they have been talking about for the last 2 or three years, what they will be doing, is getting the three structures, 5 units, taken down so they can help the vacancy rating. She stated these units are the ones that were considered beyond repair. She stated that by doing the 5 unit DeMinimus Project, they can take down the units and put them back up at their own leisure, or they can have the necessary meetings to see what the residents would like to be placed there, such as a basketball court, garden area or such.

Commissioner David Romero stated, going to the bid sheet, some of the bids only show a couple of the units. Ms. Martinez stated there are three structures, 5 units.

Commissioner Barbara Casey made a motion for approval to award Bid No. 2020-05 City of Las Vegas Housing Authority 5 Unit Demolition to Rock Road Gravel, the lowest responsive bidder. Commissioner David Romero seconded the motion.

Madam Chair Gurulé-Girón asked for a roll call. Roll call was taken and reflected the following.

Commissioner Vince Howell	Yes	Commissioner Barbara Casey	Yes
Commissioner Ember Davis	Yes	Commissioner David Ulibarri Jr.	Yes
Commissioner David Romero	Yes		

Barbara Padilla re-read the motion and advised the motion carried.

COMMISSIONERS REPORT

Commissioner Barbara Casey stated she was approached by a citizen asking why houses were being advertised for sale when they aren't really for sale. Commissioner Casey stated the woman told her she had been looking for affordable housing to rent to other people and she contacted a realtor in Santa Fe and another one in Albuquerque. She stated both realtors told her there were houses on Cholla and on Yucca that were up for sale for \$44,000 each. Commissioner Casey stated the woman put down earnest money to buy those houses and when she went to the title company she was told, no, those houses are not for sale, and they did not know why they were being advertised.

Madam Chair Gurulé-Girón asked, who is advertising them. Commissioner Casey stated the woman said that she had read one advertisement in the Albuquerque Journal, she didn't say anything about the Santa Fe one, other than that the realtor she had contacted told her those houses were available here in Las Vegas.

Interim Director Padilla asked if Commissioner Casey got addresses by chance. Commissioner Casey stated no, she was just told they were on Cholla and Yucca streets. Interim Director Padilla stated they will look into

the matter. She stated those units are part of the Homeownership program and due to possible litigation, they will need to speak to the City Attorney about it. Commissioner Casey stated she told the woman that she was sure it was an error. She said the woman was very upset because she lost her earnest money. Commissioner Casey told the woman the earnest money should be returned to her. Commissioner Casey stated she thought something had happened between last month and this month that had not been apprised of. Madam Chair Gurulé-Girón asked Housing to follow up on this.

Commissioner Howell asked if they had any more status update on their visit from the Federal HUD visitors. Interim Director Padilla stated they have not received an update at all. Commissioner Howell stated it has been almost a year now. Interim Director Padilla stated that answer will come from the City, not the Housing Authority, since that is who the response should go to. She stated she does not know if the City has had a response. Madam Chair Gurulé-Girón stated that Ann Marie (Interim City Manager) would have known, and they have not. Interim City Manager, Ann Marie Gallegos answered, no they have not. Commissioner Howell asked the Interim City Manager if they are following up with them to see what the reason is for not having any information. Interim City Manager stated the only thing she can inform them of is that the auditors have been in contact with them and she is not sure what the discussion has been, she stated it did have something to do with the audit and the homes they needed to repay HUD for, but that was the only discussion that she knows of and the auditors have contacted HUD as well. Commissioner Howell asked, in DC? Interim City Manager stated, in Albuquerque. Commissioner Howell said he is talking about the visitors from DC. Madam Chair Gurulé-Girón said it is regional, it could be out of Texas, but they haven't heard anything. Interim City Manager Gallegos said she has not had any discussions or correspondence from them.

Commissioner David Ulibarri Jr. asked if Housing has heard anything about the survey for the wall on Hot Springs. He said he received a report that they are still working on it, but it has been three or four months. Interim Director Padilla stated that was the last update that they also received, but they will follow up again. She stated they have been calling weekly and have not been successful in reaching the surveyor.

Commissioner David Romero asked who is doing the survey. Interim Director Padilla stated that Ted Winston is the only surveyor that responded.

Commissioner David Ulibarri said he does not know if the other commissioners have seen that wall by Daylight Donuts, it is almost to fall down. He said he has been trying to get some help to see if it is on City property or the owner's property. He stated the surveyors have taken a while to do what they have to do and the owners are concerned about the wall falling and someone getting hurt.

Commissioner David Ulibarri asked if there is a timeline that the surveyor has to do this or are we basically at his mercy. City Attorney, Ester Garduno-Montoya stated she is not sure if there was a contract or any kind of terms. Commissioner David Romero asked if he was paid up front, or how is that determined. Natasha Martinez stated no, they do not pay until after the survey is done.

EXECUTIVE SESSION

None

ADJOURN

Commissioner Barbara Casey made a motion to adjourn the meeting. Commissioner Vince Howell seconded the motion.

Madam Chair Gurulé-Girón asked for a roll call. Roll call was taken and reflected the following.


Commissioner Barbara Casey	Yes	Commissioner Vince Howell	Yes
Commissioner Ember Davis	Yes	Commissioner David Ulibarri Jr.	Yes
Commissioner David Romero	Yes		

Barbara Padilla re-read the motion and advised the motion carried.



Chairman of the Board of Commissioners

ATTEST



Casandra Fresquez, City Clerk